

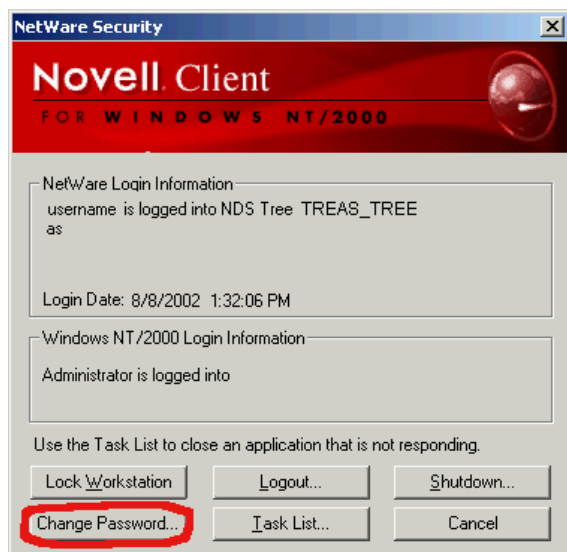
# DIT Client Service Center

<b>Subject:</b>	Change Passwords
<b>Program Changing:</b>	Novell/Windows 2000

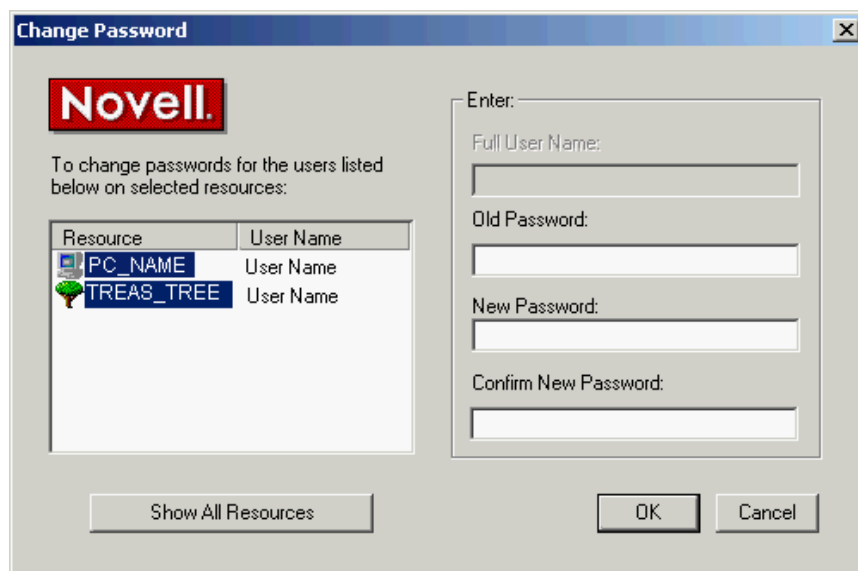
## NOVELL/WINDOWS 2000

1. Press the keys **CTRL**, **ALT**, and **DELETE**.

Make sure all three keys are held down at the same time.



2. Click on the "Change Password" button.



3. If changing both the Novell and Windows 2000 passwords:

Select both PC NAME and TREAS\_TREE.

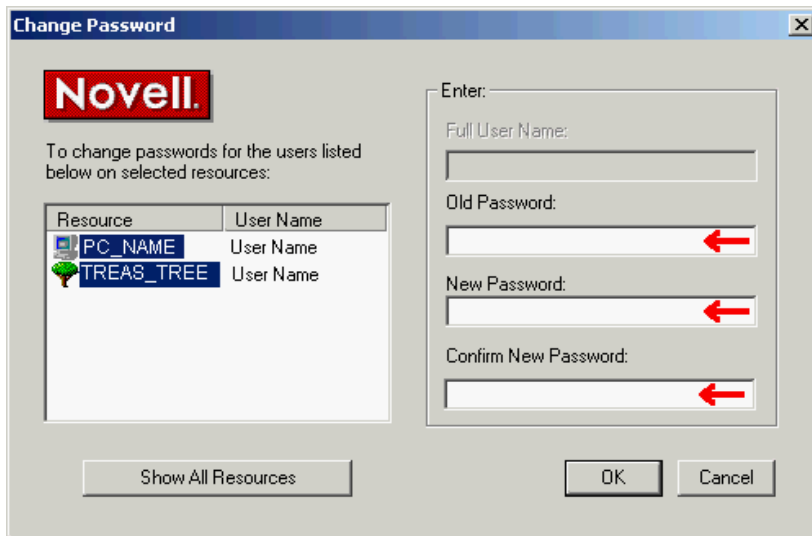
4. If changing only one of the passwords:

Select PC\_NAME

or

Select TREAS\_TREE.

5. On the right side of the screen:



The image shows a 'Change Password' dialog box from Novell. It features the Novell logo and a message: 'To change passwords for the users listed below on selected resources:'. Below this is a table with two columns: 'Resource' and 'User Name'. The table contains two rows: 'PC\_NAME' with 'User Name' and 'TREAS\_TREE' with 'User Name'. At the bottom left is a 'Show All Resources' button. On the right side, there is a section titled 'Enter:' with three input fields: 'Full User Name:', 'Old Password:', and 'New Password:'. Each of these three fields has a red arrow pointing to it. Below the 'New Password:' field is a 'Confirm New Password:' field, also with a red arrow pointing to it. At the bottom right are 'OK' and 'Cancel' buttons.

Resource	User Name
PC_NAME	User Name
TREAS_TREE	User Name

Enter:

Full User Name:

Old Password:

New Password:

Confirm New Password:

Show All Resources

OK Cancel

- A. In the Old Password field, enter your old (current) password.
- B. In the New Password field, enter your new password.
- C. In the Confirm New Password field, enter your new password again.
6. Click on the "OK" button.

If you still have the NetWare Security window on your screen you can press the **Esc** key (located at the TOP LEFT corner of your keyboard).